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Department of Treasury, Division of Taxation
Property Assessment and Management System (PAMS)

July 20, 2000

Dear Sir or Madam:

The State of New Jersey is planning to procure Property Assessment and Management System (PAMS) software for use by the State of New Jersey Division of Taxation, and all county and municipal governments involved in the administration of property taxes. This comprehensive system should achieve the following:

- Internet access to local property tax data for citizens, businesses and governmental agencies, and electronic submission of data to and from taxation systems;
- Accurate and uniform data collection, utilization and reporting of real property assessment information and the billing and collection of local taxes;
- Enhanced functionality from that currently provided by the State's Property Tax Assessment System (MOD IV), and separate vendors systems such as Tax Collection, Sales Recording, Farmland Tracking, Assessment Appeal Scheduling and Disposition, Building Permit Interface, Computer Assisted Mass Appraisal, and Commercial/Industrial Property Assessment;
- Incorporation of new technologies necessary to accomplish the above including GIS, Public Access, Electronic Mail and Ad Hoc Reporting;
- A multi-tiered, web-based environment which will ease the administration of this statewide system and improve the communication and data sharing among all levels of government.

The State is issuing this RFI to allow potential vendors to have input into this process. Participating vendors are encouraged to submit comments, recommendations and questions, and to highlight areas needing clarification. The State is confident that this process will enable development of a final RFP that will most closely match the needs of the State with the capabilities of qualified vendors. When responding to the RFI, please use the RFI Response Form and Price List that are enclosed.

An electronic version of the RFI document is published on the Taxation, OIT and Purchase Bureau Internet Home Pages in Microsoft Word 6.0 and Adobe Acrobat Reader 3.0 formats at: <http://www.state.nj.us/Treasury/Taxation/businfo.htm>

The RFI document is comprised of the following items.

1. This cover letter with the attached RFI Response Form Instructions, Response Form and Price List.
2. State of New Jersey Standard Terms and Conditions
3. RFI Cover and Table of Contents.
4. Overview of Request for Information
5. Division of Taxation Mission
6. System Stakeholders
7. Purpose of Request for Information
8. Property Assessment and Management System (PAMS) Overview
9. Instructions for Review and Response
10. MOD IV and Peripheral Systems Overview
11. Existing Hardware, Software and Data Transfer Efforts
12. Existing MOD IV Functionality and Inefficiencies
13. Local Property Tax System
14. Tax Collection
15. Sales Recording
16. Farmland Parcel Tracking
17. Assessment Appeal Scheduling and Disposition
18. Building Permit Interface
19. Computer Assisted Mass Appraisal (CAMA)
20. Commercial/Industrial Property Assessment (Income Approach)
21. GIS, Public Access, Email and Ad Hoc Reporting Functionality
22. Business Needs
23. System Functionality and Enhancements Sought
24. Technical Requirements
25. Implementation Requirements
26. RFI Exhibits

It is hoped that interested vendors will take the opportunity to participate in this process by reviewing the system requirements, and submitting questions, suggestions and comments. They are

also asked to recommend solutions or constraints and difficulties they foresee in the scope and intent of this RFI. The State requests that information also be provided describing why a proposed solution might be the best approach.

In addition to the issuance of the RFI document, a Vendor Conference is scheduled for August 4, 2000 at 10 AM in the Taxation Fourth Floor Conference Room at 50 Barrack Street, Trenton, New Jersey.

If there are questions about the RFI documents, they may be submitted directly to me using the contact information that is attached to this letter. Questions must be submitted prior to August 9, 2000 and will be responded to by August 22, 2000. In order for a vendor's response to be considered, it must be received by September 1, 2000. The following schedule is anticipated for the PAMS procurement process.

RFI Schedule

RFI Published	July 20, 2000
Vendor Conference	August 4, 2000
Closing date for vendor's RFI questions	August 9, 2000
Posting of State's responses to vendor questions	August 22, 2000
Closing date for receipt of vendor RFI responses	September 1, 2000

The input obtained from the RFI process may be used to shape the final RFP that will form the contract between the State and the selected PAMS contractor. The State is confident that this RFI process will enable the development of a final RFP that will most closely match the needs of the State with the capabilities of qualified vendors.

It is important to note that responding to the RFI and/or attending the scheduled RFI Conference is not mandatory. A vendor's inability to respond to RFI issues and/or attend the RFI Conference will not preclude the vendor from further participation in the procurement process. However, it is important to the State for potential vendors to take this opportunity to actively participate in the process.

Vendors are strongly urged to respond electronically using the RFI Response Form, Price List and associated instructions. Regardless of the method of response, vendors should be assured that all information that is shared with the State, other than that discussed at the Vendor Conference, will be held

confidential and will not be shared with any outside parties. Although the State prefers that RFI responses are e-mailed, hard copy responses may be delivered. Responses will be accepted up to the end of the business day on Friday September 1, 2000.

I look forward to your participation in this process. It is anticipated that the results of this process and your anticipated contribution will benefit the State and our customers.

Sincerely,

Stephen M. Sylvester
Assistant Director
Division of Taxation

Attachments